

# BUSINESS OFFICE TECHNOLOGY

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- Administrative Assistant Associate in Science and Certificate of Achievement (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/administrative-assistant-as-cert-achievement/>)
- Business Office Technology Associate in Science and Certificate of Achievement (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/business-office-technology-as-cert-achievement/>)
- Executive Assistant Associate in Science and Certificate of Achievement (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/executive-assistant-as-cert-achievement/>)
- Account Clerk Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/account-clerk-cert-specialization/>)
- Business Information Worker Certificate of Achievement (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/business-information-worker-cert-achievement/>)
- Front Office Receptionist Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/front-office-receptionist-cert-specialization/>)
- Office Assistant Level I Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/office-assistant-i-cert-specialization/>)
- Office Assistant Level II Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/office-assistant-ii-cert-specialization/>)
- Office Professional Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/office-professional-cert-specialization/>)
- Office Software Specialist Level I Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/office-software-specialist-i-cert-specialization/>)
- Office Software Specialist Level II Certificate of Specialization (<https://catalog.gcccd.edu/cuyamaca/associate-degree-programs-certificates/business/business-office-technology/office-software-specialist-ii-cert-specialization/>)